

City of Riverside Human Relations Commission

Application for Sponsorship

An application for sponsorship is required for all organizations requesting funding or in-kind services for the purpose of supporting local festivals, special events, community projects or programs, including operational support. Applications will be reviewed by the Human Relations Commission. Please review the attached procedure for sponsorship.

Organization Data				<i>For Office Use Only</i>	
Organization Name		Web Site Address		Vendor No.	
Registered Federal Tax-Exempt ID No.					
Organization's Mission Statement (include number of years organization has been established)					
Affiliated with a "parent" organization? Yes No <i>If yes, name parent organization:</i>					
Contact Person and Title				E-mail Address	
Mailing Address	City	State CA	Zip Code	Daytime Phone No. ()	Fax Number ()

Sponsorship Request

Funding <i>If yes, specify amount requested: \$</i>
In Kind Services <i>If yes, select type of in-kind service requested and estimate approximate value in dollars: \$</i>
List type of recognition the Human Relations Commission will receive for the noted funding/in-kind services requested i.e. name/logo listing, banner, ad, etc.:
Commissioner Attendance or presentation: <i>If yes, specify the number of commissioners requested or presentation topic:</i>
Has the City of Riverside sponsored your organization in the past? Yes No <i>If yes, list department(s):</i>

Event Data

Event Title	Event Date	Event Hours	Event Location
Will the event be held in the City of Riverside? Yes No <i>If no, specify reason:</i>			
Is this an annual event? Yes No <i>If yes, indicate the number of years even has taken place:</i>			
Expected attendance:	Expected no. of Riverside residents:	Attendance at last year's event:	
Is the event open to the public? Yes No Is there a cost for this event? If so, how much? Describe target audience:			

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Supplement to Application for Sponsorship

Detail the purpose or objective of local festival, special event, community project or specific program for which the Human Relations Commission funding or in-kind services are requested:

Describe the overall contribution of the festival, special event, community project or program to the community in relation to the goals and objectives of the Human Relations Commission:

What are the measurable target objectives that will be used to determine the success of the festival, special event, community project or program? Please state your objectives in terms of concrete numbers and percentages where possible. For example: increased number of participants from X to X in the 2003 parade; provide X number of at-risk youth crisis intervention services; increase customer satisfaction of event from X% to X%.

